

# Seal Beach Tennis Center

## Facility Use

## Application & Permit



Seal Beach Tennis Center  
3900 Lampson Ave  
Seal Beach, CA 90740  
(562) 598-8624  
FAX: (562) 598-8626  
marketing@sealbeachtenniscenter.com

### Application & Permit for Facility use. Please type or print neatly.

Name:	Organization:
Address:	Home: (    ) Cell: (    )
City:	Non-profit TIN:
State:	Zip:
E-mail:	

### Event Information

Type of Activity: \_\_\_\_\_ Will alcohol be served? (Beer & Wine Only) Yes ☐ No ☐

Will food/ beverages be served? Yes ☐ No ☐ Kitchen Requested?: Yes ☐ No ☐ Fundraising Event: Yes ☐ No ☐

Equipment Requested: \_\_\_\_\_

Additional equipment you will provide: \_\_\_\_\_

DJ?: Yes ☐ No ☐ Company: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

Live Band?: Yes ☐ No ☐ If yes, Special Event Permit Application is required (30 days prior to file)

Caterer?: Yes ☐ No ☐ Company: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

**Please provide a detailed description of your event:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Requested Facility	Anticipated Head Count	Date	Time In am/ pm	Time Out am/ pm	For Office Use Only					
					Total Hours X ( Rate + Staff)					Subtotal
Clubhouse & Patio	100	12/13/14	5:00pm	11:00pm	6	X	\$30	+	\$30	\$360
						X		+		

**Please Review Tennis Center Rental Information Packet for Fee Schedule**

### Payment Information

Cash <input type="checkbox"/> Check <input type="checkbox"/> # : _____	Deposit	
Mastercard <input type="checkbox"/> Visa <input type="checkbox"/> Card # : _____ Expiration Date: _____	Insurance	
	Cleaning	
Remaining Balance: _____ Due Date: _____ Rcvd By: _____	Total Fee	

Application: Tentative ☐ Approved ☐ Denied ☐ Reason: \_\_\_\_\_ Tennis Center Staff: \_\_\_\_\_

**Applicant: Please review & complete the reverse side of this form.**

Please initial each section indicating that you have read and understood the **Tennis Center Rental Information Packet** in its entirety. By initialing each section you are confirming that all your questions/concerns regarding the rental information have been addressed by a member of the Community Services Department staff.

\_\_\_\_\_ General Information  
\_\_\_\_\_ Facility Rental Requirements  
\_\_\_\_\_ Reoccurring Reservations  
\_\_\_\_\_ Hours of Operation  
\_\_\_\_\_ Refundable Security Deposit  
\_\_\_\_\_ Youth Events  
\_\_\_\_\_ Special Event Permit Requirements  
\_\_\_\_\_ Service of Alcoholic Beverages  
\_\_\_\_\_ Set-Up & Clean-Up  
\_\_\_\_\_ Kitchen  
\_\_\_\_\_ Facility Keys  
\_\_\_\_\_ Additional Rules and Regulations:  
\_\_\_\_\_ Fee Schedule 2012/2013

I \_\_\_\_\_ individually and/or on behalf of the named organization, agrees to defend, indemnify and hold harmless the City of Seal Beach and its officers, employees, and agents harmless and free from any liability of any nature, including but not limited to liability for damage or injury to any persons or property costs and attorney's fees arising out of or in connection with the use of City recreational facilities regardless of whether the City was actively or passively negligent, either solely or contributory in connection with such liability. I, the undersigned, do hereby agree that we will abide by the policies governing the use of this facility and I will be responsible for any damages to the facility, furniture, or equipment caused by the occupancy of our organization to the premises.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_